

**PROVIDENCE HOUSING AUTHORITY
BOARD OF COMMISSIONERS
REGULAR MEETING: Thursday, May 28, 2015; 5:00 p.m.**

Hartford Park Tower

335 Hartford Avenue

Providence, RI 02909

CALL TO ORDER

Chairman Nicolas Retsinas called the meeting to order at 5:01 p.m.

ROLL CALL

Present:

Nicolas Retsinas
Thomas Ryan
Dolores Cascella
Roger Giraud
Ricardo Patino
Gilberta 'JT' Taylor
Dorothy Waters

Absent:

Mary Kay Harris
John Igliozi
Kevin Jackson
Hilary Silver

Seven members were present constituting a quorum to conduct business.

APPROVAL OF MINUTES

Chairman Retsinas asked for a motion to accept and approve the regular meeting minutes of 4/23/15. The motion was made by Commissioner Cascella, seconded by Commissioner Taylor. The minutes were approved with a unanimous voice vote.

RESIDENT'S COMMENTS

None

CHAIRMAN'S REPORT

None

EXECUTIVE DIRECTOR'S REPORT

Director Tavares thanked Commissioner Taylor and the Hartford Park Resident Association for hosting Mayor Elorza on May 19th. Secondly, the Director introduced Melissa Sanzaro as the new Deputy Executive Director. He is confident that with her energy; enthusiasm, talent, and hard work she will help take the PHA to the next level. He thanked the other PHA employees who applied as well. He also stated the vacant position of Associate Director of Resident Services is still underway and someone will be chosen within the next several weeks. As for the audit findings, the Finance department will present a punch list and status of findings to the Finance Committee at the June board meeting. Additionally, on July 1st all four of our union contracts will be coming to conclusion. Negotiations will be commencing shortly. In addition, Vice Chair Ryan referred a NOFA Security Grant to us. It was suggested that the Providence Police Department should be the lead applicant, partnering with the PHA, which would make for a stronger application.

The Director stated former Commissioner Narducci secured a \$25,000 CDBG funding for basketball court improvements at Chad Brown. Councilman Narducci will have a ribbon cutting event and the commissioners will be notified.

In July, four commissioner seats will be coming to the end of their term. We are mandated by State Law to have three resident commissioners on our board. Attorney Mark Ouellet and

Special Projects will be working together on how to implement a process and forward that information to the Mayor so that he can make the required appointments.

Finally, the Director invited the commissioners and attendees to view the home office of our security department and the security system.

Chairman Retsinas requested Commissioner Giraud to oversee the process of the audit findings and status with the Finance committee and invited the commissioners to attend the meetings in keeping transparent as possible.

COMMITTEE REPORTS:

- Budget and Finance: (Comm. Giraud)
- Resident Services: (Comm. Silver)
- Capital Improvements: (Comm. Patino)
- Executive Committee: (Chair Retsinas)

Budget & Finance: Commissioner Giraud stated ten months of the FY2015 reports are favorable. There are surpluses in all accounts; cost control has made it possible to keep expenses 3% under budget. There are still a few issues with vacant units, which have been affecting the revenue side of the budget. The committee met with the finance department and the budget will be presented to the full Board.

Allan Pacific, Director of Facilities Management commented that the vacancies have leveled off and the vacancies are at a manageable number.

Resident Services: Commissioner Waters commented the Olneyville Housing Corp. recently renamed ONE Neighborhood Builders has identified funds from their new HEZ and Byrne grants to pay for two (2) sessions of YPI annually for three years. The Director has negotiated the contract with NAFL to deliver the YPI curriculum at a reduced cost. An MOA between the PHA and OHC is in process. RSCs are waiting for a response to their request to Donna Brown at NERC NAHRO for 80 Paw Sox tickets to be distributed to fathers who want to take their children to a game as part of a Father's Day celebration to be held in June. Twenty-three students are enrolled in GED and 68 in ESL; Section 8 Homeownership Orientation was held 4/25/15; the RSCs and HRM are working with URI to coordinate mini on-site health fairs; the Food Truck is scheduled for Dominica Manor the first Monday of every month.

Deputy Director, Melissa Sanzaro added we did not receive the \$250,000 funding for the HUD Emergency Security and Safety Grant. In addition, Summer Meals program through the City of Providence is coming back to Hartford Park, Manton Heights, Chad Brown, and additionally Codding Court. Two of the sites have fed over 2,000 people.

Capital Improvements: Commissioner Patino stated the bid specifications are currently being advertised for the roof replacement at 61-63 Salmon St. at Manton Heights. A contract has been awarded for lighting upgrades for the basketball court at Chad Brown. Bid specifications are currently being advertised for asbestos floor tile abatement, fire sprinkler, and fire extinguisher inspections Authority wide. Plans are in the process to replace the two domestic hot water boilers at Manton Heights; the replacement will be performed by the HVAC and Energy Management Departments, which will greatly reduce costs. Plans are in the process of replacing two HVAC roof units at the Education and Training Center located at 144 Dodge Street; this will be performed by the HVAC and Energy Management Departments; more complete information is available in the Monthly Management Report.

RESOLUTIONS:**#4232 – Resolution to Approve the Submission of the Application for the Community Development Block Grant (CDBG) Funding**

Executive Director Tavares gave a brief description of the Resolution to the Board. A motion was made by Commissioner Waters and seconded by Commissioner Patino to approve. A roll call vote was taken. The vote was unanimous being 7-0, the resolutions was approved.

#4233 – Resolution Approving FY2016 Operating Budget

At the completion of the budget presentation, Chairman Retsinas asked Commissioner Giraud, Chairman of the Finance Committee, for a motion to approve FY2016 Budget. Chairman Retsinas accepted the motion from the Finance Committee Chairman to approve the resolution. Commissioner Patino second the motion, a roll call vote was taken. Said motion was unanimously passed 7/0.

OLD BUSINESS

None

NEW BUSINESS

Chairman Retsinas introduced Melissa Sanzaro to give a brief overview of the 75th Anniversary Events. The Chairman spoke of the positive experiences he had at the 75th events and asked each Commissioner who attended the events to give their thoughts of their experience.

Executive Director Tavares introduced Linda Poole, Finance Director, and Douglas Walker, who gave a presentation on the FY2016 Operating Budget. Linda recognized a new member of the finance department, Chris Jordan. Linda presented the breakdown of the budget along with a slide presentation displaying a three-year comparison.

Executive Session

None

ADJOURNMENT

There being no further business, Chairman Retsinas accepted a motion to adjourn from Commissioner Cascella, seconded by Commissioner Waters. Said motion passed with a unanimous voice vote.

The meeting adjourned at 5:53 p.m.

Minutes Submitted and Approved By:

Lisa Cancelliere
Recording Secretary

Paul Tavares
Executive Director